



**VISA CHECKLIST - STUDY**  
文件清單 - 留学签证

**Consulate General of Italy**  
**Hong Kong**

Name of Applicant  
申请人姓名: \_\_\_\_\_

**Visa application must be submitted in person by the applicant at least THREE weeks before the departure date**  
**Minors under 18 must be accompanied by both parent or travel with the written consent of the other parent**

**All appointments must be reserved online through the website of the Consulate General of Italy**

申请人须于离境前三星期亲身提交签证申请表  
未满 18 岁的申请人须由父母陪同或提供父或母的出行同意书  
所有预约必须通过意大利总领事馆网站在线登记预约

<https://prenotami.esteri.it/>

List of documents required - **ORIGINAL plus ONE COPY are needed for** documents listed at points 3 to 11.

**No photocopies will be provided by the Consulate if documents are incomplete**

所需文件 - 第 1 至 2 点需要原件，第 3 至 11 点需要原件加一份复印件 - 領事館不會代印复印件

Yes No  
是 否

		Yes	No
		是	否
1	<p><b>Schengen visa application form</b> for stays up to 90 days: <a href="http://e-applicationvisa.esteri.it/index.html">http://e-applicationvisa.esteri.it/index.html</a> This form must be duly completed online and printed together with the barcode 申根签证申请表适用于逗留最多 90 天。申请表須包含二维条码，链接： <a href="http://e-applicationvisa.esteri.it/index.html">http://e-applicationvisa.esteri.it/index.html</a> <b>National visa application form</b> for stays over 90 days: 国家签证申请表适用于逗留 90 天以上。链接: <a href="https://conshongkong.esteri.it/wp-content/uploads/2023/04/45260_f_cons57VISTONAZIONALE.pdf">https://conshongkong.esteri.it/wp-content/uploads/2023/04/45260_f_cons57VISTONAZIONALE.pdf</a> This form must be duly completed in English by the applicant (if incomplete/ illegible it will not be accepted) 申请人須用英语填写申请表（填写不完整/字體难以辨认的表格将不接受）</p>		
2	<p><b>Two recent passport-sized photograph</b> (white background, facing forward, 35 x 45 mm) 两张护照尺寸的近期照片（白色背景，正面，35X45 毫米）</p>		
3	<p><b>Current passport or travel document</b> issued within the past 10 years and valid at least 90 days beyond the return to HK/Macao. Photocopies of any previous Schengen visa must be provided 护照或旅行证件必須是在十年以內签发，並返回香港/澳門后仍至少有 90 天的有效期。此外，須提供已往所有申根国家签证或其他签证（如有）的复印件</p>		
4	<p><b>For Minors (under 18):</b> parents must provide the birth certificate. For birth certificates issued in Mainland China: they need to be notarized, translated into Italian and legalized by the competent Chinese F.A.O. and Italian Consulate. The parent not travelling with the minor needs to sign a consent letter in person. 未成年人（18 岁以下）：父母必须提供出生证明。对于在中国大陆的出生证明，需要经过公证后，翻译成意大利文并由中国外事办公室和国内的意大利领事馆认证。父母需要亲身到领事馆签同意函。</p>		
5	<p><b>Evidence of residence status in Hong Kong/Macao</b> (HK/Macao ID card and, if temporary resident, residence permit valid beyond the return date to HK/Macao) 香港/澳門居留身份證明（香港/澳門身份證及，如果是临时居民，居留许可证有效期应超过返回香港/澳門的日期）</p>		
6	<p><b>Round trip reservation(s) from/to Hong Kong or Macao</b> <b>來回香港或澳門的機票預訂單</b> Only for study period up to 6 months otherwise one-way ticket is sufficient 學生簽證 6 個月或以下請提交來回機票；而學生簽證 6 個月以上則可提交單程去程機票</p>		
7	<p><b>Travel itinerary</b> for stay up to 90 days, each day of stay (including first port of entry to Italy) in all Schengen countries 如停留期不超過 90 天需提交行程表，所有申根国家每天逗留行程（包括进入意大利的第一个入境口岸）</p>		

	<a href="https://conshongkong.esteri.it/wp-content/uploads/2023/02/visto_turismo_itinerario1.pdf">https://conshongkong.esteri.it/wp-content/uploads/2023/02/visto_turismo_itinerario1.pdf</a>		
8	<p><b>Proof of accommodation</b> for at least 14 days; <b>for Lodgings in private accommodation:</b> the applicant must submit proof of ownership or rental contract, the host's passport/ID copy (pages with his/her personal details and signature)-form:</p> <p>至少 14 天的<b>住宿证明</b>; 若在私人住所住宿, 请提供住宿拥有权或租赁合同的证明; 邀请人护照/身份证的复印件 (护照页面复印件须带有他/她个人资料和签字) - 表格:</p> <p><a href="https://conshongkong.esteri.it/wp-content/uploads/2023/02/study_visa_Dichiarazione-di-ospitalita.pdf">https://conshongkong.esteri.it/wp-content/uploads/2023/02/study_visa_Dichiarazione-di-ospitalita.pdf</a></p>		
9	<p><b>Proof of financial means</b> - The following documents must be submitted:</p> <p><b>财务证明</b> - 必须提交以下文件:</p> <ul style="list-style-type: none"> <li>- bank for the latest 3 months statements issued by banks in Hong Kong or Macao <b>AND</b> proof of regular income, for ex.: an official letter from the employer stating the name of the employer, the name of the employee, his/her job title, annual/monthly salary, date of employment and, if relevant, the duration of his/her contract; <b>OR</b> proof of pension/insurance/rent payments. <b>For students:</b> a letter from the university/institution stating year of course/faculty/scholarship, etc.</li> </ul> <p>Financial proof from bank accounts outside Hong Kong or Macao cannot be taken into consideration</p> <p>香港或澳门银行所发的最近 3 个月的银行对账单和正常收入证明, 例如: 雇主的正式信函, 说明雇主姓名, 雇员姓名, 他/她的职位, 年/月薪, 雇佣日期及, 如适用, 他/她的合同期限; 或养老保险/保险/租金付款证明。</p> <p>如申请人是学生, 必须提交: 大学/机构开具的信函, 说明课程年度/学院/奖学金等。</p> <p>不会接纳香港或澳门以外所发的经济证明</p>		
10	<p><b>Acceptance letter</b> from the institute/university in Italy, printed on letterhead paper and official stamp, with details of the applicant's details and duration of the course, full name and title of the signatory and signature. <b>Please note that for ALL UNIVERSITY COURSES (Bachelor Degrees, Master Degrees, Foundation courses, PhDs, Italian Languages and Cultural Courses, Single Course and internship, Exchange Programs) students MUST first pre-enroll through the Universitaly website at <a href="http://www.universitaly.it">www.universitaly.it</a> and only after approval can apply for visa.</b></p> <p>意大利机构/大学的<b>录取通知书</b>, 印在正式信头纸上并盖章, 附有申请人的详细信息和课程期限, 签字人的姓名和职位及签字。</p>		
11	<p><b>Health insurance certificate and policy</b> (emergency treatments, hospital and repatriation expenses, with a min. coverage of Euro 30,000) valid for all Schengen countries for the whole duration of the stay.</p> <p><b>健康保险证明书和保单</b> (紧急治疗, 住院和遣返费用, 保额不少於三万欧元) 有效期必须包括所有申根国家及申根国家内所停留的时间</p> <p>For national visas (stays over 90 days): the policy must cover at least the first 3 months of the stay.</p> <p>国家签证(停留 90 天以上): 保单必须至少涵盖逗留期的首 3 个月</p>		

**This Visa Section reserves the right to request further supporting documents if necessary**

I declare that all documents are true and the information provided is correct and complete. I also declare that I have been informed about immigration regulations and the need to show proof of financial resources when entering the Schengen area (minimum amount is approximately 50 Euros per day).

本人声明所有文件都是准确及所提供的信息是正确和完整的。本人亦声明本人已获悉入境条例及在进入申根区时需要出示财务资源证明 (金额至少约为每天 50 欧元)。

Hong Kong, \_\_\_\_\_ Applicant's Signature \_\_\_\_\_  
 香港, \_\_\_\_\_ 申请人签字 \_\_\_\_\_